## COVER SHEET FOR AMENDMENT OF POST-TRAVEL SUBMISSION

2021 DEC -2 PM 3: 38

Instructions: Use this form as a cover sheet for any paperwork you may need to submit to the Office of Public Records in order to make your Privately Sponsored Post-Travel Submission complete in accordance with Rule 35. Only complete this form if you need to submit an amendment to a post-travel filing you have already submitted.

## SUBMIT DIRECTLY TO THE OFFICE OF PUBLIC RECORDS IN 232 HART BUILDING

(Signature of Traveler)

## RECEIVED BY: SECRETARY OF THE SENATE

Employee	Post-Travel	Disclosure	of Travel	Expenses
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Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

The original Employee Pre-Travel Authorization (Form RE-1), AND

A copy of the Private Sponsor Travel Certification Form with all attachments (itinerary, invitee list, etc.)

Faith and Law, The Clapham Group					
Private Sponsor(s) (list all):					
Oct. 29 - Oct. 31, 2021 Travel date(s):					
Name of accompanying family member (if any): Elaine Petty					
Relationship to Traveler:   Spouse   Child					

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
☐ Good Faith Estimate  ☐ Actual Amount	\$59.92	\$400.00	\$240.00	\$22.78 attachment

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)	
☐ Good Faith Included Estimate above  ☐ Actual Amount		Included above	\$240.00	\$22.78 Attachment	

Provide a description of all meetings and events attend	ed. See Senate Rule 35.2(c)(6).	(Attach additional pages if
necessary.): Attachment for meetings and event	s attended.	

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(Printed name of traveler)

Date/Time Stamp:

## TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the Employee Pre-Travel Authorization form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

(Signature of Supervising Senator/Officer)

(Revised 1/3/11)